

Approved For Release 2003/11/06 : CIA-RDP85-00375R000400110067-4  
MEMORANDUM FOR:

I HAVE ASKED HEB[ON] [REDACTED]  
[REDACTED], TO GIVE US AS MUCH  
ADVANCE NOTICE ON NEXT CLOSING  
AS POSSIBLE (HOPEFULLY AT LEAST  
4 WEEKS). WHEN HE DOES, GET  
PADDY TO SCHEDULE MEETINGS OF  
FITNESS ROOM/RUNNING TRACK/ ETC.  
USERS & REVIEW REVISED HOURS  
WITH THEM.

GKH  
2/19/81

Date

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Administrative - Internal Use Only

4 August 1980

MEMORANDUM FOR: Deputy Director of Central Intelligence

FROM: Chairman, DCI Management Advisory Group

SUBJECT: Fitness Room Facilities

1. The attached memorandum

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1. The attached memorandum protesting the planned curtailment of women's access to the fitness room facilities except during working hours was referred to the MAG by [redacted] NFAC/PMES, after discussing the subject with Benefits and Services Division, OPPPM. The MAG agrees that simply prohibiting women's use of the facilities outside regular working hours during the months of construction is not a satisfactory solution and believes that a suitable compromise can be worked out. We endorse [redacted] proposal to divide the hours before and after work between men and women, although the specific time slots might be divided differently.

2. The MAG recommends that Benefits and Services Division, OPPPM, consult both men and women who use the facilities before and after working hours to come up with a more equitable arrangement.

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Administrative - Internal Use Only

21 July 1980

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MEMORANDUM FOR: [REDACTED] Chief, Benefits  
and Services Division, OPPPM

SUBJECT : Women's Hours in the Fitness Room Facilities

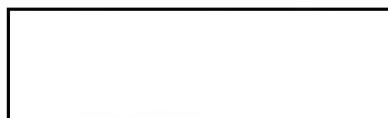
1. The shower room in the Headquarters basement used by women during co-ed hours is to be closed while transformers are installed. This project, scheduled to begin in mid- to late August, is expected to be completed in six to eight months. Co-ed hours now take place primarily before and after the normal working day.

2. The individual in charge of the fitness room facilities reportedly in consultation with a few women decided that, to make up for the women's lack of access before and after work, the hours for women only during the workday would be extended. Unfortunately, women who use the shower room before and after work were not consulted.

3. For a variety of reasons many women cannot run during work hours, and the change in schedule means that they will have to give up or curtail drastically their exercise program. Women should not be singled out nor expected to make this sacrifice for such an extended period of time. Some arrangement should be made to give women access to shower facilities before and after work.

4. I propose that the running track and the exercise room operate on co-ed hours Monday through Friday from 6:00 a.m. to 8:00 a.m. and from 5:00 p.m. to 7:00 p.m. and that shower facilities be available to women on those same days from 7:00 a.m. to 8:00 a.m. and from 6:30 p.m. to 7:30 p.m. In addition, women would continue to maintain their previous schedule of 10:30 a.m. to 12:30 p.m., MWF and 1:00 p.m. to 3:00 p.m. TTh.

5. An alternative to providing shower facilities in the fitness room would be to allow either women or men during the co-ed hours to have access to such facilities elsewhere in the Headquarters building. One possibility would be those used by the guard force.



NFAC/PMES

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PERFS

029045

## HEADQUARTERS EXERCISE ROOM AND SHOWER FACILITIES

1. Major construction activity in the basement of Headquarters Building will necessitate demolition of the shower/locker rooms in Room BE-28. This has necessitated a complete revision of the hours of operation of the Headquarters Exercise Room and temporary elimination of "co-ed hours." In an effort to make maximum use of the remaining facilities on an equitable basis, the following schedule will become effective on or about 1 <sup>OCTOBER</sup> August 1980. Since the exact date of the beginning of the construction is not known, users of the Headquarters Fitness Room should watch for more specific effective date information which will be posted in that area.

Men Only

Monday, Wednesday, and Friday	6:00 - 9:30 a.m. 12:30 - 8:00 p.m.
Tuesday and Thursday	6:00 - 1:00 p.m. 4:00 - 8:00 p.m.

Women Only

Monday, Wednesday, and Friday	9:30 - 12:30 p.m.
Tuesday and Thursday	1:00 - 4:00 p.m.

2. It is expected that this schedule will be in effect for approximately six months. As soon as circumstances permit, the Fitness Room will return to normal operation.

7 July 1980

MEMORANDUM FOR: Chief, Real Estate and Construction Division, OL  
FROM: Chief, Benefits and Services Division, PersPP&M  
SUBJECT: C-Vault Construction.  
REFERENCE: Your memo, same subject, dated 15 Jun 80

1. We have met with a representative group of Fitness Room users and worked out a new schedule to accommodate the construction mentioned in referent. The new schedule and an explanation of why it was necessary is being published in an Employee Bulletin. Advance notice is being posted in the Fitness Room area.

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2. When circumstances necessitate further disruption of the new schedule, please contact [redacted] Fitness Room Coordinator, [redacted] Should you be unable to reach him at any given time, you may notify my office [redacted]

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Date

ROUTING AND TRANSMITTAL SLIP

6/26/80

TO: (Name, office symbol, room number, building, Agency/Post)	Initials	Date
1. DD/PersPP&M/SP	DIL	6/27/80
2. EA/PersPP&M	LP	
3. DD/PersPP&M	L	
4. D/PersPP&M	AP	1 JUL 1980
5. C/BSID		
Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

REMARKS

Attached is a proposed Employee Bulletin concerning revision of Fitness Room hours. Also attached is a memo from [redacted] explaining the necessity for revision. We propose to post both on the Fitness Room Bulletin Board in advance of the issuance of the Employee Bulletin.

[redacted] called a meeting of a representative group of Fitness Room users and asked for their suggestions in working out the proposed new hours.

men  
and

women



DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)

Room No.—Bldg.

5E-56 Hdqrs.

C/BSID

Phone No.

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OPTIONAL FORM 41 (Rev. 7-76)

Prescribed by GSA

FFMR (41 CFR) 101-11.206